



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380-0001

MCO 4140.2C
LPS-4-dt
15 Sep 1988

MARINE CORPS ORDER 4140.2C

From: Commandant of the Marine Corps
To: Distribution List

Subj: Use of the Defense Automatic Addressing System (DAAS) By
Marine Corps Supply Organizations

Ref: (a) DoD 4000.25-10-M, DAAS (NOTAL)
(b) Joint Army, Navy, Air Force Publication (JANAP) 128
(NOTAL)
(c) Allied Communications Publication (ACP) 117
(NOTAL)

Encl: (1) Correlation Table
(2) DAAS Utilization Procedures
(3) Illustration of a Message to a DAAS Facility
(4) A Formated Teletype Message of MILSTRIP Documents
(5) Rejects and Resubmission Requests
(6) Minimize Procedures and Mailing
(7) Deployed Unit Transmission of SASSY Documents

1. Purpose. To provide Marine Corps supply organizations with supply and communications implementing instructions for the use of the DAAS as contained in references (a) through (c).

2. Cancellation. MCO 4140.2B.

3. Summary of Revision. This revision contains a substantial number of changes and should be completely reviewed.

4. Information

a. DAAS is a random access digital computer system linked to automatic switching centers (ASC's) of automatic digital network (AUTODIN). It receives, processes, and automatically routes or passes logistical transactions to the proper address. It uses computer interface terminals and operates continuously (24 hours per day, 7 days per week).

b. The DAAS is operated by the DAAS Office (DAASO) at Gentile Air Force Station (AFS), Dayton, Ohio. It is a field extension office of Headquarters, Defense Logistics Agency. DAASO maintains computer facilities at the Gentile AFS Office and at the DAAS Facilities, Defense Depot, Tracy, California.

c. The computer facilities interact with the Defense Communication Agency which automatically routes DAAS traffic to the alternate DAAS facility. This is done when one of the facilities or its AUTODIN switching center becomes inoperative.

d. Addressees not on distribution for reference (a) should adhere to the provisions of enclosures (1) through (7).

5. Scope. This Order is applicable to all Marine Corps units with the capability to transmit computer readable documents via AUTODIN. DAAS is designed to receive, process, and forward those documents listed in enclosure (1) provided they are in a computer readable format and are authorized for transmission.


6. Action. Addresses will use DAAS to transmit appropriate transactions.

a. User Procedures. In transmitting transactions to DAAS, the normal AUTODIN procedures contained in reference (b) will be followed using the content indicator code (CIC) from enclosure (1).

(1) Generated transactions will cite the communications routing identifier (COMM RI) of the ASC serving the user per reference (c). Units requesting transmission by use of DD Form 1392 (Data Message Form) must cite the in-the-clear address as shown in reference (c). The detailed procedures contained in the enclosures should be reviewed prior to attempting to transmit transactions via DAAS.

b. Coordination. Correspondence related to DAAS utilization will be forwarded to the Commandant of the Marine Corps (LPS). Headquarters Marine Corps will monitor Marine Corps participation in DAAS through various DAAS management reports reflecting types of transactions, activity codes using DAAS, and volumes processed.

7. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.


E. P. LOONEY, JR.
Acting Deputy Chief of Staff
for Installations and Logistics

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CORRELATION TABLE

| <u>Type Document</u> | DAAS Message Precedence | DAAS Content Indicator |
|------------------------------------|-------------------------------|------------------------------|
| All "A" series, priority 1-8 | P (Priority) | IAZZ |
| All "A" series, priority 9-14 | R (Routine) | IAZZ |
| "B" and "C" series | R 1/ | IAZZ |
| "D" series (less minor exceptions) | P | IAZZ 2/ |
| "F" series less "FT" series | R | IFBB |
| "FT" series | R | IHAЕ |
| "J" series | R | IHFК |
| PKN, PKP and PK5 | R | IMDZ |
| P1_ through P9 | P | IHPZ |
| "QR"_ series and QUR | P | IHJD |
| TA1, TA3, and TA4 | R | IHFJ |
| STA and STD | R | IJFZ |
| XC_, XQR, and X2_ | R | IAZZ |
| XFC, XFD, XFE, XFH, XRF | R | FFEH |
| 7_ and 9_ | P | IAZZ |

1/ B9_ series NORS documents for Air Force carry priority precedence.

2/ IHAC FOR DTA; IHAD for DTC.

ENCLOSURE (1)

DAAS UTILIZATION PROCEDURES

1. A mixture of Military Standard Requisitioning and Issue Procedures/Military Standard Transaction Reporting and Accounting Procedures (MILSTRIP/MILSTRAP) and financial documents to various destinations may be included in the same message within the same communications precedence to DAAS, using CIC IAZZ.
2. Messages identified with CIC's IAZZ and ZYUW are considered narrative while CIC ZYVW indicates a service message. They are printed by DAAS rather than processed as documents. These types of messages will be prepared per JANAP 128 for recovery, retransmission, and tracer actions.
3. All messages shall be addressed to the designated DAAS without regard to the addresses contained in the documents within the message text. Either the record count or "MTMS" will be entered in the record count field of the message header. The record count must appear in the end of transmission (EOT) in either instance.
4. A single input message normally contains documents which could be output in several messages generated by DAAS. Multiple input messages from various subscribers may contain documents which are combined into a single DAAS message. The DAAS output messages are identified with message numbers other than those applied by the originator.
5. Each DAAS site maintains, for a minimum of 30 days, history records of all documents processed, including cross-reference data relating documents in a DAAS output message to appropriate subscriber input messages. Tracer actions and requests for resubmissions should be referred to the DAAS facility from which received. All inquiries to DAAS must reference the DAAS message number and date/time entry for specific identification.
6. Subscribers may receive service messages from another DAAS facility, and replies to these messages should be directed to the DAAS facility initiating the service message.
7. DAAS output may be transmitted to any AUTODIN tributary. These tributaries need not be subscribers to DAAS.
8. Documents not authorized for DAAS processing and unidentified documents are returned by DAAS to the originator.
9. If DAAS changes the destination of a document, other than a report of excess within an input message, the originator is

ENCLOSURE (2)

notified with a standard AE9 MILSTRIP document with the DAAS routing identifier code (RIC) (SGA or SHA) in record positions (RP's) 4-6, Status Code BM in RP's 65-66, and the RIC addressed by DAAS in RP's 67-69.

10. If DAAS readdresses an excess report document (FTC, FTE, or FTF), notification is an FTQ document with Status Code TZ in RP's 65-66.

11. The following special routing rules are applied by DAAS to Marine Corps requisitions:

a. If the DI code A0 and the RP 30 is L or M and

(1) If the RIC in RP's 4-6 are HR1, MAX, MAU, MHQ, MPB, NVZ, NZZ, S9P, S9Q, S9R, S9S, or if RP 40 equals J through Y, pass the documents to the RIC in RP's 4-6.

(2) If RP 51 is W or X, route to RI Code MPB regardless of IMM SoS.

(3) If (1) and (2) above do not apply and there is an IMM SoS, route to IMM SoS.

(4) If there is no IMM SoS and:

(a) If there is an Army source, route the document to that source.

(b) If there is no Army source, pass the document to the RI code in RP's 4-6, if valid; otherwise return the document to the originating COMM RI.

b. If the DI code is A3A/A31/A4A/A41, the RP 74, submitting source code, is M, and:

(1) If RP 8 is zero, pass the document to the RI code in RP's 4-6.

(2) If RP 30 is M, RP 51 is W or X, pass to RI code MPB regardless of IMM SoS.

(3) If (1) and (2) above do not apply and there is an IMM SoS, route the document to that source.

(a) If there is no IMM SoS but there is an Army SoS, route the document to that source.

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(b) If there is no Army SoS, pass the document to the RI code in RP's 4-6, if valid; otherwise return the document to the originating COMM RI.

c. When DAAS changes the RI code furnished in RP's 4-6 of the incoming A0A/A01/A3A/A31/A4A/A41 (paragraphs 11a(2), 11a(3), 11a(4), 11b(2), and 11b(3), preceding) and routes the document to the new RI code, AE9 document with Status Code BM is transmitted to the:

(1) Requisitioner (RP's 3-35 or supplementary address (RP's 45-50)) based on media and status code, RP 7.

(2) Distribution code (RP 54) if valid.

(3) RI code in RP's 74-76 of an A3_ or A4_ document.

12. Special Rules for Traffic to MPB. After performing edits in paragraphs 11a through 11c, preceding, and the destination RI code (RP's 4-6) is MPB, if DI code is A0A/A01/A3A/A31/A4A/A41 and RP 8 is other than zero.

a. Compare RP's 8-11 (FSC) with DAAS SoS file.

(1) If equal, place X in RP 22.

(2) If not equal, overlay RP's 8-11 with DAAS FSC and place X in RP 22.

b. If national stock number (NSN) is coded inactive, place 1 in RP 44,

c. If FSC was changed, generate AE9/BG to status recipients based on RP 7, RP 54, and RP's 74-76.

13. Special Rules for Traffic From MPB

a. If DI code is A3A/A31/A4A/A41, RP's 74-76 are MPB and RP's 4-6 are other than MPB; after routing per procedures described in paragraph 11c, preceding:

(1) Compare RP's 8-11 (FSC) with DAAS SoS file.

(a) If equal, place X in RP 22.

(b) If not equal, overlay RP's 8-11 with DAAS FSC, and place X in RP 22.

(2) If NSN is coded inactive, place 1 in RP 44.

ENCLOSURE (2)

(3) If FSC was changed, generate AE9/BG to status recipients based on RP 7, RP 54, and RP's 74-76.

b. DI code is A3A/A31/A4A/A41, RP's 4-6 are MPB and RP's 74-76 are MPB:

(1) If there is a valid IMM SoS, route to that source. If there is not a valid IMM SoS, but there is a valid Army SoS, route to Army SoS. Prepare AE_/BM to status recipients based on RP 7, RP 54, and RP's 74-76.

(2) If there is no valid IMM or Army SoS, but there is a valid Air Force or Navy SoS, terminate and generate AE9/CH to status recipients based on RP 7, RP 54, and RP's 74-76.

(3) If there is no SoS on DAAS file, terminate and generate AE9/CG status to status recipients based on RP 7, RP 54, and RP's 74-76.

(4) If document is routed to IMM or Army source, compare RP's 8-11 (FSC) with DAAS SoS file.

(a) If equal, place X in RP 22.

(b) If not equal, overlay RP's 8-11 with DAAS FSC and place X in RP 22.

(c) If NSN is coded inactive, place an I in RP 44.

(d) If FSC is changed, generate AE9/BG to status recipients based on RP 7, RP 54, and RP's 74-76.

14. Special Routing of DIC FTE Documents. The following special routing rules are applied to Marine Corps DI Code FTE documents:

a. If the DI Code is FTE, RP 30 is L or M, and:

(1) If RP's 4-6 are HR1 or RP 8 is zero, pass the document to the RI Code in RP's 4-6.

(2) If RP 51 equals W or X, route to RI Code MPB regardless of IMM SoS.

(3) If (1) and (2) above do not apply and there is an IMM SoS, route the document to that source.

(a) If there is an Army SoS, route the document to that source.

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(b) If not, pass the document to the RI Code in RP's 4-6, if valid; otherwise return to the originating COMM RI.

b. When DAAS changes the RI Code furnished in RP's 4-6 of the incoming DI Code FTE and routes the document to the new RI Code, a DI Code FTQ is transmitted to the originator of the document.

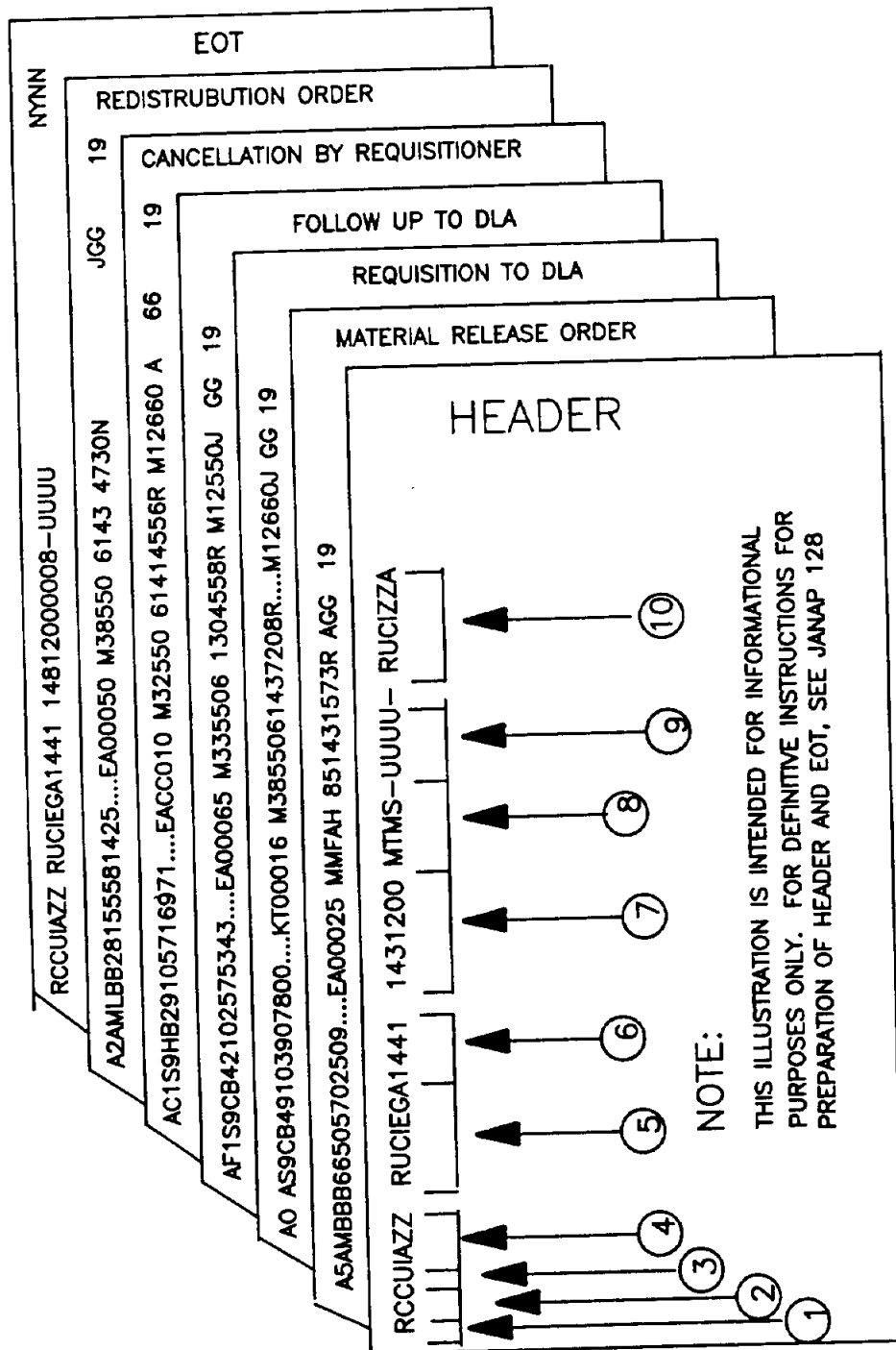
15. Document Control by Marine Corps Logistics Base (MCLB), Albany. To provide Marine Corps data required to maintain the logistics information system, DAAS transmits images of selected documents to the MCLB Albany. These documents identifiers and codes are:

a. A0_, A3_, AT_, AF_, or AM containing "M" in RP 30 and either 01, 02, 03, in RP's 60-61 or E, N, or 9 in RP 62.

b. AC, AE_, AS_, or AU_, containing "M" in RP 30 and 01 through 08 in RP's 60-61. Additionally, all AE_ containing "M" in RP 30 and "C" in RP 65.

ENCLOSURE (2)

ILLUSTRATION OF A MESSAGE TO A DAAS FACILITY



A FORMATTED TELETYPE MESSAGE TRANSMISSION OF MILSTRIP DOCUMENTS

1. Requisitioning activities that do not possess a data pattern (card image) transmission capability should use formatted teletype message transmission, when a Mode V teletype terminal is available, to submit MILSTRIP documents to the supply source.
2. These transmissions are addressed to appropriate DAAS communications terminals using CIC (CIC or IASS and a language media format or TC (tape to card)). This method of transmission is limited to 69 characters of data per line (i.e., positions 1-69). The MILSTRIP document format is used. Use of a subject line is optional. Paragraph numbering will not be used and no slashes are used between data elements. The format will not include the letters "BLNK" for data elements not applicable to the document. When data elements are not applicable, those positions must be left blank. This method of transmission can accommodate up to 450 MILSTRIP documents per message and can be a mix of DI Codes. Return status by formatted teletype message can also be accomplished for those activities not served by a data pattern terminal through exemptions requested via the DAAS focal point, and use of Media and Status Code requesting electrical transmission.
3. Upon receipt of the formatted teletype message, DAAS converts each document to an 80 character document (data pattern, card image) and continues to process the document as those received in data pattern, card image. DAAS edit rejects are returned by message with a narrative statement outlining the reason for rejection (e.g., invalid DI code). Only rejected documents will be returned to the originator for resubmission as the remainder of the documents will have been processed by DAAS.
4. When documents to be sent to DAAS contain more than 69 characters, the messages must be addressed to DAAS Dayton, Ohio (COMM RI RUEOZNA), and columnar number sequence will be as follows: positions 1 to 54 of the document will be entered on the first line followed by "10F2" in positions 60 to 63; positions 60 to 80 of the document are entered in positions 1 to 21 of the second line followed by "20F2" in positions 22 to 25. Upon receipt, DAAS converts the two lines into a single 80 column document prior to processing/transmitting to the ultimate recipient. The ultimate recipient receives a machine readable document (vice two lines requiring keypunching) which effects savings in time and money.

ENCLOSURE (4)

REJECTS AND RESUBMISSION REQUESTS

1. Documents which cannot be processed by the DAAS are reconstructed into new messages and returned to the originating communications terminal. Document processing by DAAS requires that only certain data fields be interrogated, edited, or verified as valid for acceptance. Documents which the DAAS is unable to process are returned to the message originator with a narrative statement or code outlining the specific reason for return. The receiving activity must recognize that the returned documents and related narratives or codes are based upon the first discrepancy detected in processing, and other inconsistencies may exist in the same documents which the DAAS narrative may not reference.
2. The DAAS discards the entire message when it contains a CIC other than as authorized in enclosure (1), or when received with an erroneous card count. The originating communications terminal is advised in the above instances.
3. All service requests generated by DASSO specify whether the discarded documents/messages are to be reentered into the communications system as a retransmission or as a resubmission. The CIC ZDKW in the pilot header of a retransmitted message is removed by the DAAS and replaced in the same manner as described for documents in a message received with a suspected duplicate sentinel.
4. The DAAS will reject MILSTRIP documents intended for local procurement when those documents are to be routed by the IMM SoS record when that source is coded decentralized (D9_ or XDG). This procedure is limited in application to continental United States requisitions which do not contain Advice Code 2A. An RI Code AE9 document with Status Code CP is returned to the originator of the document.
5. The DAAS will validate MILSTRAP logistics assets support estimate and special program requirements transactions (RI Codes DTA, DTD, DYA, DYC, DYD, DYG, DYH, DYJ, and DYL only). Invalid transactions will be returned to the originators using the MILSTRAP RI Code DZG Transaction Reject containing the appropriate reject advice code in positions 79-80 as follows:
 - a. Reject Advice Code AD when the NIIN cannot be identified.
 - b. Reject Advice Code AX when the correct source of supply is General Services Administration.
 - c. DAAS will validate and reject MILBILLS documents as prescribed in DoD 4000.25-7-M, MILSBILLS.

ENCLOSURE (5)

6. The DAAS examines certain elements of input transactions to determine the addressee and to assure that the RI code of the activity(ies) that will receive response transaction(s) are valid. Invalid data will cause the DAAS to reject transactions for return to the originator with a narrative description indicating the reason for rejection. Only the rejected transactions are to be processed by the originator for resubmission. This point is important since the corrected transactions will be resubmitted as a new message. Transactions will be returned for the following reasons:

- a. Garbling of Documents. Transactions will be returned to the originator for corrections and resubmission as a new message.
- b. Invalid DI Code. The DAAS cannot identify the document; the document is not to be transmitted electrically; or the document is not authorized for transmission to the DAAS.
- c. Invalid Service Code. The DAAS cannot identify the service code indicated in the document.
- d. Invalid RI Code
 - (1) "To" RI Code. RI code cannot be determined by use of SoS file, or the "To" RI Code is not contained in MILSTRIP, Supplement 1.
 - (2) "From" RI Code for DI Codes D4_, D6_, D7_, D8_, D9_, DA_, DD_, DE_, DF_, DG_, DH_, DJ_, DK_, DL_, DU_, DW_, DZ_, and JTH, the appropriate data field contains other than blanks, or valid RI code from MILSTRIP, Supplement 1.
- e. Invalid Activity Address Code. Code not recorded in DODAAF.
- f. Invalid NIIN. The NINN contained alphabetic characters or blanks.

7. There may be instances in which messages sent by the DAAS are received in garbled or incomplete condition or with dropped punches. The DAAS does not edit the total content of documents being processed. It does examine those elements of data required for determining the appropriate addressee as well as other data elements per chapter 4, section K. Accordingly, garbling or dropped punches related to data elements, not subject to editing, are processed undetected by DAAS.

8. DAASO retransmits or resubmits designated messages when requested by the receiver. The request should comply with

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established communications procedures to specify the message number and date/time field. The request should identify the error(s) in the transmission and indicate whether the message is to be transmitted with a pilot header containing CIC ZDKW or resubmitted without a pilot header.

ENCLOSURE (5)

MINIMIZE PROCEDURES AND MAILING

1. During periods when minimize conditions are imposed, DAAS will continue to be the destination point for messages. After processing of documents received, DAAS becomes the originator of messages to carry the documents on to their destinations, implementing any minimize procedures imposed on their addressees.

2. DAAS subscribers will not withhold AUTODIN data pattern traffic from DAAS unless they are themselves within the geographical area of minimize condition. If so, continued transmission of the following documents is authorized:

- a. A series, priority 1-8 (priority 9-15 will be mailed).
- b. D series.
- c. PKN, PKP, and PK5.
- d. PWA.

All other traffic will be mailed to DAAS. Whether all documents will be mailed to DAAS depends upon instructions in the minimize condition being implemented.

3. When minimize is imposed, DAAS will identify the communication terminals involved; and message output to those terminals will be per the minimize instructions.

4. Documents to be mailed by DAAS to activities in a minimize area will be recorded in punched card or magnetic tape form for dispatch. The media used by DAAS will be dependent on the volume of documents to be dispatched to a destination. Magnetic tape (1/2-inch industry compatible) will normally be used for large volumes related to destinations such as inventory control points and depots. When acceptable to the addressee, uninterpreted cards will be used for small volumes sent to destinations normally serviced by a data pattern terminal.

5. DAAS has established a procedure to process documents received by mail in punched card or magnetic tape. Documents recorded in these media may be mailed to a DAAS facility if this action is desirable/required by the originator when service is interrupted by minimize, when there is a terminal malfunction, when transmission rate is limited by slow speed terminals, or when abnormal volumes are generated by periodic data processing cycles or unusual activity. The originator should contact the designated DAAS facility prior to mailing documents.

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6. Documents mailed to DAAS in punched card form will be batched in lots of 498 documents or less plus message header card and EOT card. Each shipment will be accompanied by a letter of transmittal which identifies the cards submitted and gives all pertinent information relative to their origin and the required processing. Any documents rejected from a batch will reference the message header when they are returned to the originator.

7. Documents mailed on magnetic tape will be batched in lots of 498 documents or less. Each batch will be preceded by a message header image and followed by an EOT image. Not more than 20,000 documents will be recorded on a tape, although multiple tapes may be mailed in the same shipment. The tape will be 1/2-inch industry compatible and written in binary coded decimal mode at either 556 or 800 bits per inch density. There will be no header label or tape mark in front of the message header of the first batch. Each recorded (message header, detail card, or EOT) will be a single 90-character block. The 80-character card image will be position 1-80, and 81-90 will be blank. For computers which generate record marks automatically, positions 81-89 will be blank; and the record mark will be position 80. End of data on each tape will be indicated by two tape marks. The message header and EOT will appear as though for transmission through AUTODIN. Each shipment of tapes will be accompanied by a letter of transmittal which fully describes the tape specifications, all record layout, options used to produce the tapes, and number of documents on each tape. Any documents rejected from a tape submission will reference the appropriate batch message header when they are returned to the originator.

ENCLOSURE (6)

DEPLOYED UNIT TRANSMISSION OF SASSY DOCUMENTS

1. Deployed units generating Supported Activities Supply System (SASSY) documents will transmit authorized documents direct to DAAS if such documents are normally transmitted via reference (c) address for deployed units' formatted messages.
2. Documents to be transmitted to DAAS are restricted to 66 columns of data. Local procedures will be developed so that transactions exceeding 66 characters can be reduced to the acceptable size and reconstructed into the proper format by the SASSY management unit (SMU). When a data element is not applicable, the space will be left blank. Slashes will not be used to denote date field separation.
3. When transmitting documents to DAAS, the deployed unit will batch the various documents to be routed to the SMU into one message, which may contain up to 498 documents, and use language media format tape to card (TC) mode of transmission and CIC IAZZ, citing the Comm RI of RUEOZNA.
4. To preclude erroneous retransmission by DAAS, DAAS will validate the DIC and RIC. Blank or invalid codes in either of these two fields will cause DAAS to return the document via message to originator with a narrative statement outlining the reason for rejection. Only documents returned by DAAS are to be resubmitted by the originator, as the remainder of the documents will have been processed by DAAS.
5. SMU's converting received Z01/Z0A's A2_ passing orders will cite Media and Status Code S in RP 7 of the A3_ and distribution code of the passing SMU in RP 54.

ENCLOSURE (7)